

27 May 1986

MEMORANDUM FOR: Eloise R. Page
Chairman, Critical Intelligence Problems Committee

STAT FROM:
Vice Chairman, Critical Intelligence Problems Committee

SUBJECT: Summary of Agency Employment

STAT REFERENCE: 30 August 1985

1. The referent notice encourages employees to maintain an approved, up-to-date Summary of Agency Employment (SAE) in their Official Personnel Folders. Accordingly, please find attached a draft SAE for which your approval is requested.

STAT

Attachment: As stated

APPROVED:

STAT

Chairman, Critical Intelligence Problems Committee

30/5/86
Date

DISAPPROVED

Chairman, Critical Intelligence Problems Committee

Date

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

SUBJECT: Summary of Agency Employment

Distribution:

Original - Addressee
1 - ICS Personnel File
1 - VC/CIPC

STAT

DCI/ICS/CIPC (27 May 1986)

ADMINISTRATIVE - INTERNAL USE ONLY

SUMMARY OF AGENCY EMPLOYMENT



Since August 1985, [redacted] has served as the Vice Chairman of the Critical Intelligence Problems Committee (CIPC). This committee is charged with providing the Director of Central Intelligence (DCI) recommendations concerning some of the most critical problems confronting him in his capacity as Director of the Intelligence Community, which encompasses both civilian and military intelligence organizations. Such problems normally involve several of the intelligence disciplines and can cover all aspects of the production of intelligence from collection through dissemination. Proposed solutions may range from suggestions concerning the priority assigned to the problem, to changes in the Community's organization, to new programs. A premium is placed on creativity in formulating recommendations which account for current structures, conserve resources, and provide efficient and timely solutions.

The work of the CIPC is accomplished through ad hoc working groups chaired by an expert in the subject from the Community. The Chairman is joined by other experts from Community components.

As Vice Chairman, [redacted] is responsible for the day-to-day management of the CIPC staff. He oversees and monitors the progress of the working groups and counsels the chairmen concerning obstacles to the completion of the studies. As such, he must acquire sufficient substantive familiarity with the topics and a thorough knowledge of the Community's current ability to deal with the problems and the equities member organizations have in them.

While the chairmen of the working groups are responsible for the substance of the studies, the Vice Chairman of the CIPC is responsible for ensuring that they are logical and comprehensive and that the exposition is cogent and stylistically excellent.

To accomplish this, the Vice Chairman must have excellent personal contacts throughout the Intelligence Community at senior levels. Since the interests and views of the component organizations may differ, he must be sensitive to them and be able to suggest approaches to bridging them.

As supervisor of the CIPC professional staff, the Vice Chairman must promote a collegial environment in which members learn from each other and are able to profit from a critique of their work. He regularly evaluates their performance and also provides them informal feedback on a continuous basis.

UNCLASSIFIED